



## Southern California Association of Governments

### Human Resources

818 West 7th Street, 12th Floor, Los Angeles, California 90017 • (213) 236-1910 • [www.scag.ca.gov](http://www.scag.ca.gov)

# GREENHOUSE GAS PROJECT MANAGER #368

## (Associate/Senior Regional Planner)

Associate Level: \$56,526 - \$73,484 – Hiring Range: \$56,526 – 65,005

Senior Level: \$62,179 - \$80,833 – Hiring Range: \$62,179 - \$71,506

**Open Until Filled**

***This is a new position*** reporting to the Manager of Assessment, Housing and EIR within the Planning Methods, Assessment and Compliance Department. This position will perform as project manager coordinating the activities of 2 staff teams, a core team of 7 planners, and a full team of 14 involving every department. The position will develop and maintain a master schedule for the program. This position will lead the agency's efforts in complying with existing and emerging greenhouse gas requirements, particularly those enacted under SB 375, which requires the development of greenhouse gas strategies in a region-wide coordinated effort that is incorporated into the agency's Regional Transportation Plan

*This is a flexibly staffed classification. Individuals may advance to the Senior level without competition once competencies are met and upon the recommendation of the supervisor.*

### Essential Duties:

- Perform as project manager for Greenhouse Gas emissions issues related to transportation and land use. Project management includes leading an interdepartmental staff team, developing and maintaining a project master schedule, and assuring effective internal and external communication.
- Assure compliance with existing and emerging requirements, including AB 32 (The California Global Warming Solutions Act), SB 375, and the California Environmental Quality Act.
- Analyze and evaluate appropriate strategies and action plans to address and mitigate climate change..
- Lead the development of the greenhouse gas and climate change related content for the Regional Transportation Plan
- Coordinate and/or participate in reviews of greenhouse gas technical methods developed at the State, regional, and local level.
- Support the review of environmental technical studies, issue papers, policy documents, and pertinent legislation;.
- Conduct policy/program evaluation based on the analysis of collected data and information.
- Present information and recommendations to the Regional Council, committees, task forces, and advisory committees.
- Coordinate meetings and reviews with representatives from the sub-regions, transportation commissions and other Metropolitan Planning Agencies (MPO's)

### Ideal Candidate Qualities

- Broad knowledge and experience in transportation and environmental planning.
- Policy development experience
- Project manager experience
- Experienced and effective public speaker

### Essential Qualifications

**Education:** Equivalent to a Bachelor's degree from an accredited college or university with a major in urban planning, transportation planning, environmental studies or a related field. A Master's degree may substitute for one year of the required experience.

**Experience:** **Associate:** Three years of professional urban or regional planning experience that includes environmental analysis of planning data or equivalent. **Senior:** Five years of professional urban or regional planning experience that includes project management or equivalent.

**Knowledge of:** Climate Change issues; environmental law and compliance; project management and budgeting; research methods and statistical analysis; theories, principles and practices of urban planning and development, growth forecasting.

**Ability to:** prepare clear, effective, and accurate reports and presentations; respond to public requests and inquiries; plan and coordinate multi-disciplinary projects; analyze complex problems and identify logical solutions; independently investigate planning problems; facilitate groups with divergent viewpoints; gain cooperation and consensus through discussion and persuasion; represent agency in complex negotiations.

### APPLICATION AND SELECTION PROCEDURE

Applicants **must** submit a completed SCAG application **and** resume to:

#### Southern California Association of Governments

Attn: Human Resources Office  
818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor  
Los Angeles, California 90017  
(213) 236-1917  
(213) 630-1493 fax  
[www.scag.ca.gov](http://www.scag.ca.gov)

Applications will be accepted on a continuous basis until SCAG's needs are met. This recruitment may close at any time without prior notice.

The most qualified applicants will be invited to participate in the selection process based on the application and résumé submitted. Applicants must clearly demonstrate through their application materials that they meet the qualifications listed above. The selection process may consist of an application screening, oral presentation, and oral board interview.

### **EMPLOYMENT INFORMATION**

- Before employment, applicants will be required to provide documentation that verifies their proof of eligibility to work in the United States.
- Reference checking will be done prior to hire. A thorough background check including a review of criminal history, DMV report, pre-employment physical, alcohol and drug-screening and financial history may be conducted for certain classifications.
- Employees are required to serve a one-year probationary period before achieving regular status. Manager and director positions are employed through an annual contract.

### **EMPLOYEE PROGRAMS AND BENEFITS**

- **Insurance Coverage:** Employees may choose from two HMO and two PPO CalPERS health plans and two dental plans. SCAG contributes \$800 towards insurance premiums with the cost difference paid out in cash. Life insurance, in the amount of \$50,000 is provided by SCAG. Short term and long term disability insurance plans are provided by SCAG.
- **Retirement:** Employees become members of the Public Employees' Retirement System (PERS) 2% @ 55 plan. SCAG pays the employee's 7% contribution. ICMA and Citistreet 457 deferred compensation plans are available. Employees do not pay into Social Security.
- **Holidays:** A total of 13 paid holidays – 9 designated and 4 floating – are provided annually.
- **Vacation:** Ten to twenty days per year, depending on length of experience.
- **Sick Leave:** Employees earn sick leave at the rate of one day per month.
- **Health, Dependent Care, and Parking Reimbursement Account:** A tax-exempt savings plan is offered to pay eligible expenses associated with health, dependent care, and parking.
- **Rideshare/Transportation Incentive Program:** SCAG pays up to \$155 towards monthly bus pass, vanpool or Metrolink, \$35 per month for ridesharing. In order to receive this benefit, employees must use one of the listed options at least 13 days per month.
- **Flexible Time/Modified Work Week:** Some employees may work a modified 9-80 work schedule, with every other Friday off. SCAG offers a flexible work schedule to allow employees some flexibility on daily work hours.
- **Other Benefits:** SCAG offers credit union membership in the E-Central Credit Union. Employees may have their paychecks automatically deposited. A tuition reimbursement program is offered to employees.

### **THE ORGANIZATION**

The Southern California Association of Governments (SCAG) is a regional planning agency and a Council of Governments, established in 1965. SCAG works to develop long-range policies and action plans to address issues of regional and sub-regional concern and to help local agencies meet Federal and State planning mandates. SCAG serves as a center for information exchange on a broad range of transportation, growth management, environmental, infrastructure, and institutional issues. The SCAG region includes six counties, one hundred eighty-four cities, 38,000 square miles and a population of 17 million. For more information on SCAG, please visit our website at [www.scag.ca.gov](http://www.scag.ca.gov).

SCAG is located in bustling downtown Los Angeles. Los Angeles (LA) is located on the beautiful California Coast, and offers a year-round Mediterranean climate. The area is known for its cultural venues, sports centers, garment and jewelry districts, high-rise buildings, shopping, tourist attractions, fine restaurants, zoos, and museums. It is home to such professional sports organizations as the LA Lakers, Clippers, Sparks, Kings, and Dodgers. Downtown LA is easily accessible by Metrolink train, underground Metro, and bus.

### **EQUAL EMPLOYMENT OPPORTUNITY**

SCAG is an equal employment opportunity employer. All personnel policies and programs are administered without regards to race, color, religion, political belief, age, national origin, sex, disability, cultural background, or sexual orientation. If you require assistance to participate in this recruitment, please call the Human Resources Office at (213) 236-1931.